

NCEA Information Evening - Tuesday 5 March 2024

We recognise that this is the first time you have experienced working towards NCEA, here is some information about the qualification and processes that are relevant to you.

What is NCEA?

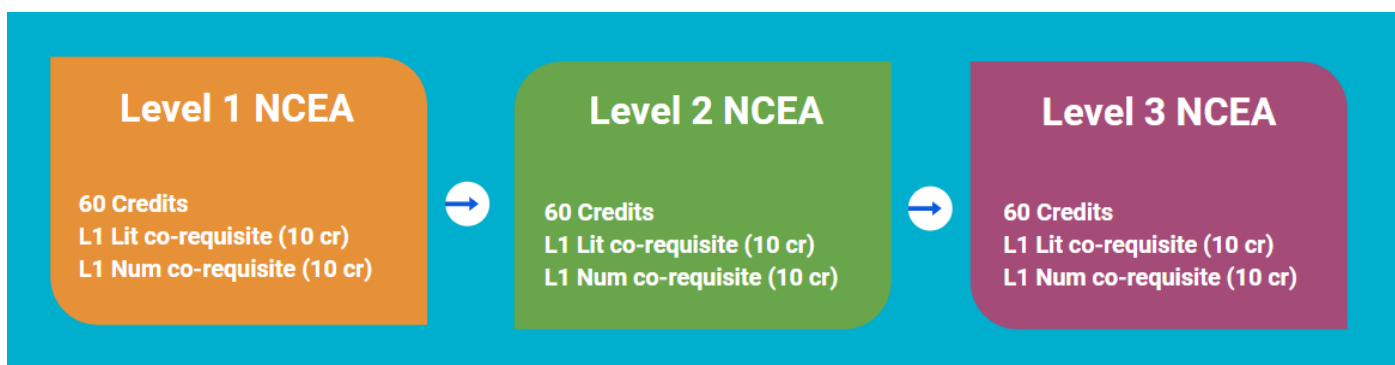
NCEA - National Certificate of Educational Achievement is one qualification on the National Qualifications Framework and is administered by NZQA - the New Zealand Qualifications Authority. It ranges from Level 1 (Year 11) to Level 10 (Tertiary qualifications).

NCEA Level 1 - will provide you with a solid foundation of skills and knowledge that you can build on.

NCEA Level 2 - is the minimum qualification you will need for some jobs and tertiary programmes.

NCEA Level 3 - along with University Entrance (UE) is what you will need to enter most university and tertiary programmes.

How does NCEA work?



This [video](#) offers a simple explanation of the qualification.

Types of Assessment

Students can have assessments that are either Internal (in class or assignments ongoing throughout the year) or External (end of year examinations and portfolio submissions).

Exceptions to this are the 'MCAT' Mathematics Common Assessment Task and 'DCAT' Digital Common Assessment Task which are external assessments completed during the year.

How do I know what standards I am doing?

Each subject has standards that are assessed either internally or externally (exam or portfolio). If you are not familiar with how each subject is structured then you can refer to the Senior Curriculum Guide 2024 (<https://www.orewacollege.nz/learning/senior-school/senior-school>) on our website.

What support is there for students?

- All subjects have a Google Classroom Calendar
- ILT Academic mentoring
- Subject Tutorials
- Assessment Calendar report on the Web Portal
- Academic Conferences with Kaiarahi (ILT Teachers)

Special Assessment Conditions (SAC)

This is available to students that need:

- Readers
- Writers
- Both
- Separate Accommodation
- Extra Writing Time
- Enlarged Papers
- Rest Breaks
- Braille Paper

SAC is available for both internal and external assessments (exams). But there are some internals and externals that are excluded.

Done through the Learning Support department by Sharron Penman, please email enquiries to s.penman@orewacollege.nz

How to track my results?

Students are enrolled in standards and we report assessment results to NZQA each month. Students should be tracking their achievement towards their Level 1 qualification and they can access results through the student portal on our website. Results can be found under the Reports & Results tab, NCEA Summary.

Because NCEA is a National qualification, schools have to ensure that all assessments are fair, valid and consistent across the country. We are monitored by NZQA to ensure this is happening in practice. Hence there are processes and procedures that we have to follow:

Examples:

A deadline is a deadline.

All work has to be the students' own work.

All marking is moderated to ensure consistency.

Frequently Asked Questions

What do I do if I miss an assessment deadline or need an extension?

All assessments must be completed by the due date and time. If a student has a valid reason that is covered by the following criteria:

1. Illness must be verified by parent
2. Family/personal trauma - must be verified by parent, guidance counsellor, Dean;
3. School sporting, gateway placement or cultural activity at the same time as assessment.

Students must complete a Missed Assessment [application google form](#) (available from DP's PA - Mrs Beedell) and see Mr Coetzee - who oversees NCEA.

What do I do if I am not happy with the grade that I have been awarded?

We have an Appeals process. Students should see Mr Coetzee.

What happens if I do not complete an assessment?

As you have had the assessment opportunity you will be recorded as Standard Not Submitted and a Not Achieved grade is awarded.

What if I am sick/injured/have a family bereavement etc during external assessments in November and are unable to sit an exam?

We have a derived grade process whereby teachers look at evidence that has been gathered under formal conditions eg. school grading exams (in Term 3). There is a Derived Grade application form that needs to be completed by a medical practitioner/counsellor/police etc and forwarded to NZQA for approval. Forms are available from Mr Coetzee or Mrs Cooley and a derived grade will be recorded once the application is approved. It is therefore important that students take school 'derived grade' exams and other external assessment coursework opportunities seriously as unexpected events can and do happen.

What if we are planning to travel and /or will not be in Orewa in November?

A student will not be able to get an external result. External exams are one off nationally and flexibility with sitting an exam at another time cannot be accommodated. For special cases, we might be able to organise that a student sits an external in another school in NZ on the day/time of the exam.

When are the external examinations on?

The 2024 exam period is Tuesday 5 November to Friday 29 November. Full 2024 NCEA Examination Timetable is available here: [2024 Examination Timetable](#)

Students will receive *Candidate Information* from NZQA very shortly. [Study Guide](#)

Any queries please do not hesitate to contact myself or Jennifer Cooley our NZQA coordinator:
nzqa@orewacollege.nz

Nāku noa, nā

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